

TOWN OF CLARKSON – ZONING BOARD OF APPEALS

April 20, 2011

PRESENT – Board Members

Conrad Ziarniak - Chairperson
Paul Dittman
Jackie Smith *
Scott G. Tantalo
Michael Beadling *

Support Board Members

Richard Olson, Town Attorney *
Chad Fabry, Code Enforcement *
Ursula M. Liotta, Administrative Assistant

Excused *

CALL TO ORDER:

C. Ziarniak opened the meeting at 7:00 p.m. with the Pledge of Allegiance, and reviewed the agenda.

OTHER:

1. Review new ZBA application format

The Board reviewed and discussed the new application format, and suggested changes to the same. C. Ziarniak made a motion to approve the application with the changes as stated. Second by S. Tantalo; unanimously carried.

2. WebQA update

U. Liotta provided some information regarding legacy data from 2009 ZBA matters; that she attached the minutes and Notices of Decision to the individual property files in the WebQA system, and explained how they may be accessed. Board discussion followed with suggestions going forward to streamline the process for reporting purposes. U. Liotta will review the suggestions with C. Fabry and press forward with WebQA to get system in place for entering ZBA information appropriately for future reference and reporting purposes.

3. Signs

The Board discussed the procedure for replacement signs within the community, and it was agreed that the Building Department will review the criteria for the replacement sign to determine that it is an “apples to apples” situation. The ZBA will then review the criteria provided for the new replacement sign, particularly for any safety issues and completeness of the file.

If it is not an “apples to apples” situation, a new ZBA application for a Special Permit will be required.

REVIEW OF MEETING MINUTES: March 16, 2011

S. Tantalo made a motion to approve the minutes; second by C. Ziarniak; unanimously carried.

ADJOURNMENT: C. Ziarniak made a motion to adjourn at 8:10 p.m.; second by P. Dittman; unanimously carried.

NEXT MEETING: May 4, 2011 at 7:00 p.m.

Approved 5-4-11

Respectfully Submitted,

Ursula M. Liotta,
Administrative Assistant